



# MARANATHA CHRISTIAN SCHOOLS

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## **Maranatha Christian Schools (MCS)**

**Position:** Director of Development

**Reports to:** Superintendent of MCS

**Position Overview:** The Director of Development leads a development team in comprehensive planning, implementation, and evaluation of all aspects of fundraising for Maranatha Christian Schools to help fund the organization's identified priorities and initiatives.

### **Key Responsibilities:**

- Develop and implement a multi-year strategic fundraising plan to identify and cultivate existing and new donor relationships from internal and external constituencies, building upon the current donor base to create new giving opportunities for parents, staff, alumni, congregations, agencies, and other supporters.
- Provide leadership to establish and build relationships to work effectively with top donors and volunteers and develop fundraising programs utilizing board members, staff, and volunteers in key roles.
- Build, train and lead board members, staff and other volunteers to be an effective Development Team who are strong advocates for giving.
- Establish development goals and objectives aligned with MCS's Strategic Plan; lead Development Team to meet and exceed these goals and objectives. Provide reporting on established metrics to executive leadership.
- Manage the financial development budget, ensuring resources are efficiently utilized.
- Develop and execute the fundraising strategy to significantly grow the annual fund in the short term while diversifying the donor base toward long-term funding of the organization's identified priorities through major gifts, capital campaigns, and planned giving.
- Monitor industry trends and shifts within the donor community.
- Strive to achieve a substantial increase in annual giving, ultimately reaching our goal of \$700,000.

### **Skills and Attributes:**

- A bachelor's degree is required from an accredited college or university. Minimum of 5 years of experience in nonprofit fundraising.
- Career, business, or entrepreneurial experience relevant to understanding the significance of quality donor relationships.



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- Confident in ability to build endearing rapport, tell the story, and make every donor feel valued.
- Direct experience in professional fundraising is not a must but a plus, including annual funding, major gifts, and capital campaigns; planned giving knowledge and experience an added value.
- Mature Christian with deep belief in and passion for the mission, core values and work of Maranatha Christian Schools.
- Exceptional interpersonal and communication skills, able to authentically represent the school's mission and tell our story genuinely and positively, in person, by phone, and in writing.
- Collaborator who can seamlessly create and unify existing and new networks of people and programs.
- Demonstrates strong organizational skills and self-motivation.
- Has comprehensive understanding of fundraising processes:
- Articulating and updating the vision, values and mission of Maranatha Christian Schools through a compelling Case for Support.
- Leading efforts to research potential donors' capacity, interests and giving history
- Asking for money, proposal writing and following up on the ask.
- Thanking donors and providing personalized impact reports.
- Overseeing grant requests and post-award reports with all required documentation
- Using & maintaining a donor database, including tracking donor activity to notice opportunities.
- Organizing and centralizing all direct mail and social media campaigns from concept to design to closed gift to thank you.
- Overseeing the management of events as part of a unified plan
- Flexible, willing to work evening hours and travel as needed.
- Positive and engaging team player with staff and volunteers.
- CFRE certification is desirable but not mandatory.

## **Spiritual:**

The candidate shall possess characteristics that reflect:

- A strong, clear Christian testimony
- Involvement with an evangelical church
- Acceptance without reservation of the school's Statement of Faith and Christian Philosophy of Education.
- An awareness of God's calling to the ministry of Maranatha Christian schools.
- Agreeing with the vision of Maranatha Chapel.
- A lifestyle of biblical integrity and maturity